



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: 401 Certifications

CUTOFF:EOCY

DESCRIPTION: Federal Clean Water Act requires Missouri to provide a water quality certification before a federal license can be issued for activities that may result in any discharge into intrastate navigatable waters.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22139

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Animal Waste Letters of Approval: Construction LOA

CUTOFF:Issuance of Operating LOA

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22117

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Animal Waste Letters of Approval: Operating LOA

CUTOFF:Life of facility

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22118

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Appropriation Information

CUTOFF: EOSFY

DESCRIPTION:

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22070

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Billing Letters

CUTOFF:

DESCRIPTION: From schedule 16-04 and applied to older records. No longer used for new records.

RETENTION: Years: 23 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22833

SERIES STATUS: Approved

APPROVAL DATE: 10/31/1996

TITLE: Budget and Financial Files: Document Control Sheets

CUTOFF: EOSFY

DESCRIPTION: May be destroyed after conclusion of state audit if completed before end of retention period.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22065

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Chain of Custody

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22079

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Comission Hearing Transcriptions

CUTOFF:EOCY

DESCRIPTION: Rules and Regulations

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22073

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Commission Hearing Transcriptions

CUTOFF:EOCY

DESCRIPTION: Facilities and exhibits

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22072

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Commission Meeting Items: Complaint Forms

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22075

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: Commission Rules and Regulations and Comments

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22074

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: Completion of Federal Audit Files

CUTOFF:EOCY

DESCRIPTION: kept in-house 3 years, then sent to federal archives for 17 years.

RETENTION: Years: 3 Months: Days:

NOTES:

DISPOSITION ACTION: Transfer to appropriate file

SERIES: 22119

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Construction Permits

CUTOFF: WSO

DESCRIPTION: Includes programs and regions

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22120

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Corps of Engineers Water Districts

CUTOFF: EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22089

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: County Sewage Files: Programs

CUTOFF:

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22121

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: County Sewage Files: Regions

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22122

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: County Water Pollution Abatement Works

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22123

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: County Water Pollution and Facilities File

CUTOFF:

DESCRIPTION: Correspondence with county officials and is used for research and historical purposes

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 23020

SERIES STATUS: Pending

APPROVAL DATE: 3/13/1989



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Critical Resolved Enforcement Case Documents

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22124

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Data Sheets for Permits

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22103

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Deactivated Certified Operator Files

CUTOFF:

DESCRIPTION: Deactivated Certified Operator Files

RETENTION: Years: 10 Months: Days:

NOTES: From Outreach and Assistance Center schedule

DISPOSITION ACTION: Destroy

SERIES: 23034

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Detailed Construction Plans: Programs

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22125

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: Detailed Construction Plans: Regions

CUTOFF:WSO

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22126

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: Discharge Monitoring Reports (DMR)

CUTOFF:EOCY

DESCRIPTION: DMR

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22058

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Drinking Water State Revolving Funds Engineering Plans / Specifications

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22091

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Employee Activity Reports: Cost Recovery

CUTOFF:EOSFY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22066

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Engineering Reports / Plans / Construction Specifications: Regions

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 2 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22128

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Engineering Reports/Plans/Construciton Specifications: Programs

CUTOFF:

DESCRIPTION:

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22127

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Facility Plans: Programs

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22129

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Facility Plans: Regions

CUTOFF:WSO

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22130

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Fee Invoices

CUTOFF: EOSFY

DESCRIPTION:

RETENTION: Years: 13 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22131

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Fees: Laboratory Service and Administrative

CUTOFF: EOSFY

DESCRIPTION:

RETENTION: Years: 8 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22095

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Fees: Primacy Fee Reports

CUTOFF: EOSFY

DESCRIPTION:

RETENTION: Years: 8 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22096

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Laboratory Certification: Bacteriological

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22097

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: Laboratory Certification: Certified Out of State Labs

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22099

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: Laboratory Certification: Chemical

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22098

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Legal Information: Bankruptcy Notices

CUTOFF: WSO

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22078

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Legal Issues

CUTOFF: EOCY

DESCRIPTION: A. Enforcement and B. General

RETENTION: Years: 30 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22085

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Legislative Issues

CUTOFF:

DESCRIPTION: Includes A. Citizen Complaints, B Site Inspections, and C Inspection Site Violation Notices

RETENTION: Years: 40 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22086

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Medical Monitoring

CUTOFF:EOCY

DESCRIPTION: Medical monitoring

RETENTION: Years: 30 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22059

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Missouri Register

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22100

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Operator Training Course Records

CUTOFF:

DESCRIPTION: Operator Training Course Records.

RETENTION: Years: 15 Months: 0 Days: 0

NOTES: From Outreach and Assistance Center schedule.

DISPOSITION ACTION: Destroy

SERIES: 22832

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Payment Documents: Cost Recovery

CUTOFF: EOSFY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22067

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Payroll Registers - Copies

CUTOFF: WSO

DESCRIPTION: Originals in Division of Administrative Support / Human Resources

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22060

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: PDWP: Backflow Certification

CUTOFF: EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22087

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: PDWP: Deactivated Water System Supply Files

CUTOFF: Deactivation of water system

DESCRIPTION: to include general correspondence, all chemical and monitoring folders, enforcement, and permits

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22088

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Permits Terminated

CUTOFF: EOCY

DESCRIPTION:

RETENTION: Years: 21 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22132

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Program Fiscal Information

CUTOFF: EOSFY

DESCRIPTION: Program's copies. Originals filed with other offices.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22068

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Public Hearing Comments, Responses, and Records Planning

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22076

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Public Water Supply Engineering Reports / Plans / Specifications - Regions

CUTOFF:WSO

DESCRIPTION: Copies of originals

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22093

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Public Water Supply Engineering Repots/ Plans / Specifications - Programs

CUTOFF:

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22092

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Public Water Supply Inventory

CUTOFF:EOCY

DESCRIPTION: Status Changes

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22104

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Public Water Supply Permits: Construction Permit Information

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22101

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Public Water Supply Permits: Permits to Dispense

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22102

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Purchase Order Files: Cost Recovery

CUTOFF: EOSFY

DESCRIPTION: DNR procurement request / requisitions (copies)

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22069

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Quality Assurance Documents (QA)

CUTOFF: EOCY

DESCRIPTION: to include project plans (QAPPs), QA audits, Annual Quality Management Plan (QMP) Reports to EPA, QAPP/work plans, any related correspondence.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22071

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Radiological Files: Programs

CUTOFF: EOCY

DESCRIPTION: originals, inactive supply

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22113

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Radiological Files: Regions

CUTOFF:EOCY

DESCRIPTION: Copies

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22114

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Records of Decision

CUTOFF:EOCY

DESCRIPTION: (Surface Water Treatment Rule CFR 141.2) Groundwater under the direct influence of surface water

RETENTION: Years: 40 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22105

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: River Data File

CUTOFF:WSO

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22133

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Rural Water Program Grants

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 20 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22106

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Sample Analysis Reports/Cards - Bacteriological: Programs

CUTOFF:EOCY

DESCRIPTION: Private laboratories

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22107

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Sample Analysis Reports/Cards - Bacteriological: Regions

CUTOFF:EOCY

DESCRIPTION: Cards

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22108

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Sample Analysis Reports/Cards - Bacteriological: Regions - Cards containing Chlorine Residual

CUTOFF: EOCY

DESCRIPTION: Active Supply

RETENTION: Years: 24 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22109

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Sample Analysis Reports/Cards - Chemical: Programs - Inactive Supply

CUTOFF: EOCY

DESCRIPTION:

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22111

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Sample Analysis Reports/Cards - Chemical: Regions

CUTOFF: EOCY

DESCRIPTION: Copies

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22112

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Source Water Protection Certificates / CREP Grants

CUTOFF: Life of System

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22115

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: State / Environmental Protection Agency Agreements (SEA) Files

CUTOFF: EOCY

DESCRIPTION:

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22061

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: State Operating Permits - Regions

CUTOFF: WSO

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22138

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: State Operating Permits: Programs

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 55 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22137

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: State Revolving Fund General Financial and Debt Service

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 40 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22134

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003

TITLE: State Revolving Fund Payment Review Files

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 40 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22135

SERIES STATUS: Approved

APPROVAL DATE:

7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Task Forces / Work Groups

CUTOFF:EOCY

DESCRIPTION:

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22062

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Training

CUTOFF:WSO

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22063

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: United States Environmental Protection Agency files

CUTOFF:EOCY

DESCRIPTION: to include correspondence, monitoring data and reports, funding information for budgets, grants, State Revolving funds, program and enforcement evaluations, State/local agreements, audits, data verifications, CCR implementation, regulations, compliance reports, Safe Drinking Water Act

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22094

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Water Protection

Division: Division of Environmental Quality

Sub-Section:

TITLE: Vehicle Trip Tickets

CUTOFF: Life of vehicle

DESCRIPTION:

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22064

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Vulnerability Assessment Results

CUTOFF: EOCY

DESCRIPTION:

RETENTION: Years: 12 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22116

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003
